

# COAST LIFE SUPPORT DISTRICT

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## AGENDA

### REGULAR MEETING OF THE BOARD OF DIRECTORS

>>> 4:00 pm Thursday, November 7, 2013 <<<

Bill Platt Training Center

38901 Ocean Drive, Gualala, California

1. Call to Order Toedter
  2. Adoption of the Agenda
  3. Minutes Approval
    - September 2013
    - October 2013
  4. Privilege of the Floor – Public Comment
  5. Old Business – Information or Action
    - Joint Executive Committee Update - Information Toedter
    - Urgent Care Initiative – Information Perry
  6. New Business
  7. Reports
    - Write-offs Approval
  8. Other
    - General announcements
  9. Adjournment
- Scheduled Board of Director meetings (4:30 at Bill Platt Training Center unless otherwise noted):
    - November 18, 2013



MINUTES OF THE MEETING OF THE  
BOARD OF DIRECTORS  
September 16th, 2013

Call to Order. President Tom Toedter called the meeting to order at 4:30 p.m. Present: Directors Randolph, Dodds, Perry, Schwartz, Rice, Provencher.

Adoption of the Agenda. Director Schwartz moved to adopt the Agenda. Director Dodds second, all ayes.

Approval of May 20th, 2013 Board Minutes. Director Rice moved to adopt the Minutes. Director Perry second, all ayes.

Privilege of the Floor: None

Presentation of Letter of Appreciation: President Toedter and Paramedic White presented Chris Dilks with a letter of appreciation for her role in the ride along program for the CLSD BLS staff.

Old Business: Information or Action

- Final Fiscal Year 2013-2014 Budget Resolution 219 –Action. Director Rice moved, Director Schwartz second, all ayes.
- Joint Executive Committee Update-Information. The legal language of the Camden contract has been reviewed by County Counsel and the contract will include time held aside at the end of the contract if needed. A Community Health Care Task Force is being organized by Richard Hughes to help with community outreach. Three models will likely be presented as follows: 1) Expanding Urgent Care hours 2) A Community Medical Center 3) Option to be identified by Camden Study
- Community Paramedic Program Update. Director Rice reports the state pilot program is not something CLSD will pursue. DA Foster reported that CLSD is better to opt out for now as there is no

funding for the program. Director Rice to follow up on other options. Director Perry and Dodds offered to help.

New Business:

- Governance Committee Update  
The draft by laws revisions are to be reviewed by board members, with comments sent directly to the committee prior to next board meeting.
- District Administrator Evaluation  
Comments and input should be sent to Director Randolph before next board meeting.
- April 2014 Ballot Measure. Director Perry moved that the board should initiate planning for a ballot measure to increase the Urgent Care tax to expand program hours. Director Schwarz second, all ayes.

Reports:

- Committees: Joint Executive Committee to meet next Monday.
- QA/QI. Director Rice requested a report by the October board meeting.
- District Administrator Foster's Report. See board packet.
- Business Mgr. Bold's July and August 2013 write-off reports were approved. Director Schwartz moved, Director Perry second, all ayes.

Other:

- General Announcements:  
Next Board Meetings: Monday, October 21st, 2013 at the Bill Platt Training Center.

Adjournment. Director Schwartz moved for adjournment, Director Perry second, all ayes. Meeting adjourned at 6:30 pm.

Minutes approved:

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Date



MINUTES OF THE MEETING OF THE  
BOARD OF DIRECTORS  
October 21st, 2013

Call to Order. President Tom Toedter called the meeting to order at 4:30 p.m. Present: Directors Dodds, Perry, Schwartz, Rice, Provencher. Absent: Director Randolph

Adoption of the Agenda. Director Schwartz moved to adopt the Agenda. Director Rice second, all ayes.

Approval of September 16th, 2013 Board Minutes. The September minutes were not included in the board materials and will be approved at the next meeting.

Privilege of the Floor: None

Old Business: Information or Action

- Joint Executive Committee Update- Information. President Toedter reported that Camden has completed their data call and is now in the analysis stage. They are looking at solutions by similar California communities, and will meet with Richard Hughes and the Citizen Task Force on Oct. 29. He offered directors not on the JEC to informally meet with Camden during their visit.
- Governance Committee.
  - Bylaws. Director Provencher has made an initial set of changes based on board input, and will circulate a bylaws mark-up for the board to review prior to next meeting.
  - DA Review Process. Director Perry suggested modifications to the process to include DA narrative input prior to board review and addition of a mid-year performance review as deemed necessary by the sitting board. The Governance Committee will coordinate the DA review process. Director Perry moved for acceptance of the process,
- Director Schwartz second, all ayes with one absent.
- Finance Committee.
  - FY12-13 YE Statements (Unaudited). Treasurer/Director Rice presented the year-end figures. The board discussed the reasoning behind recording depreciation in a public agency and agreed a capital replacement fund should be established.
  - Resolution 220 Funds Transfer. Treasurer/Director Rice explained the financial need for a line of credit to cover cash flow prior to receipt of tax income in December. Director Schwarz moved for acceptance, Director Perry second, roll call vote with all ayes and one absent.
- April 2014 Ballot Measure.
  - Director Perry presented a draft Urgent Care tax increase ballot measure for discussion. Director Rice pointed out the pros and cons of having two ballot measures: one to expand the UC program and one to maintain the current program in the event the expansion initiative fails.
  - Director Perry asked RCMS Board President Alex Long if RCMS to explain the RCMS position regarding the future of Urgent Care if a tax measure fails. Mr. Long said the analysis is not complete and could not say for certain what would happen.
  - Director Rice asked Mr. Long if RCMS is ready to commit to executing an extended hours Urgent Care program under the financial projections provided by the RCMS Board

Treasurer Don Kemp, and if they included an inflation escalator. Mr. Long said the numbers required another look prior to committing and currently reflected the cost of an "on-call" provider rather than an on-station provider. Several board members expressed concern that the hourly cost of weekend service was the same as weekday service, and do not reflect an "on-call" (or lesser) rate. Mr. Long indicated he would request RCMS CEO Diane Agee to present to the CLSD board an explanation of the program and costs.

- Director Perry requested that any weekend urgent care program include addressing community pharmacy hours. President Toedter said he would bring this up with Camden on their next visit.
- Quality Assurance Committee Update. Director Dodds presented the new CLSD Quality Assurance Plan.

#### New Business:

- None.

#### Reports:

- Committees: No additional reports.
- District Administrator Foster's Report. See board packet.
- Write-offs Approval. The September report was not ready in time to be included in board materials and will be presented at the next meeting.

#### Other:

- General Announcements: Next Board Meetings
  - Thursday, Nov 7 at 4:00 at the Bill Platt Training Center.
  - Monday, Nov 18, at 4:30 at the Bill Platt Training Center

Adjournment. Director Perry moved for adjournment, Director Schwartz second, all ayes, one absent. Meeting adjourned at 6:25 pm.

Minutes approved:

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**Coast Life Support District**  
**Accounts Receivable Status**  
**September-13**

ALS Transports	21
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BLS Transports	5
.....	.....
Dry Runs	21
.....	.....
ALS/BLS Treat & Release	5
.....	.....
Total Activity	<u>52</u>

Accounts Receivable Balance 08/31/2013 \$ 259,295.12

Ambulance Revenue \$ 121,248.96

Payments Received \$ (64,327.78)

Write-Offs:

MediCare Required \$ (68,323.75)

Medi-Cal Required \$ (3,267.41)

Collections Agency \$ (6,067.52)

Other Adjustments \$ (5,091.40)

District Resident Discount \$ (1,319.45)

Total Write-Offs for This Month \$ (84,069.53)

Accounts Receivable Balance @ 09/30/2013 \$ 232,146.77

CURRENT \$ 100,626.51

31-60 Days \$ 62,001.55

61-90 Days \$ 22,879.70

91+ Days \$ 46,639.01

Aging Report Balance @ 09/30/2013 \$ 232,146.77

Payment Plan Accounts 18 @ \$20,053.20

Cash on Hand

FAMIS Account \$ 64,477.13

Redwood Credit Union Checking \$ 393,852.69

Total Cash on Hand \$ 458,329.82

Board Approval/Secretary: \_\_\_\_\_ (Date)